


1/23/24

SAVANNAH MCNEAR

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GCP TRAINING (CURRENT)

- CITI GCP Expires Jan2026

DANGEROUS GOODS (CURRENT)

- Mayo Clinic IATA 1.5 Expires Jan2026

EXPERIENCE

Jan 2024 - present Spectrum Medical, Inc., Danville,VA

Clinical Research Assistant

- Conduct study related test and procedures as delegated by PI at Spectrum Medical, Inc..
- Collect medical histories, demographics, vital signs, obtain EKG's, perform venipuncture, administer questionnaires, etc.
- Complete and maintain source documents , case report forms, and queries
- Subject Recruitment and Scheduling
- Assist Coordinator and/or Investigator with study related procedures
- Collect, process and ship lab specimens
- Maintain Inventory (lab/equipment, etc)
- Patient Education

Feb 2023- Jan 2024 Spectrum Medical, Inc. Danville,VA

Front Desk Specialist

- Execute new patient intake, authenticate returning patients and notify physicians of patients awaiting examination.
- Update accounts/charts, verify insurance and collect copayments for patients during the check-in process.
- Provide patient support with medical record inquiries, appointment scheduling and billing discrepancies.

May 2021 - December 2021 Amazon, Remote/Virtual

HR Assistant II

- Initiated and maintained employee leave of absence/disability cases while keeping sensitive data secure and accurate.
- Audited physician statements and healthcare documentation for short/long term disability and worker's compensation eligibility.
- Updated employee time cards to reflect approved leave of absence dates and/or PTO where applicable.

August 2020 - May 2021 CVS Health, Remote/Virtual

Patient Support Coordinator

- Delivered administrative assistance for pharmacy staff and nurse practitioners to sustain work flows.
- Verbally and electronically provided patients with their vaccine records, office visit summaries, and (authorized) test results.
- Ensured patient demographics were current and accurate in MyChart (EPIC).

September 2017-August 2020 CVS Pharmacy, Danville, VA

Pharmacy Technician

- Efficiently processed cash register transactions for new and refilled prescription orders.
- Maintained prescription labels, amber vials, and drugs in ScriptPro (robot dispenser).
- Educated patients on prescription instructions and answered questions regarding medication administration and dosing.

EDUCATION

Jan 2024 Mayo Clinic, Dangerous Goods Training

Jan 2024 CITI GCP Training

March 2023- Medical Assistant, Medical Solutions Academy,
Danville, VA

2006- George Washington High School, Danville, VA